

# Indiana University Kokomo

## Claude Rich Excellence in Teaching Award

This award commemorates the well-known Howard County native, Claude Rich, who retired from Indiana University in 1976 after 44 years of remarkable service.

### Eligibility

The purpose of the award is to promote excellence in teaching at Indiana University Kokomo. Only Indiana University faculty and librarians at Indiana University Kokomo are eligible for nomination for the Claude Rich Excellence in Teaching Award. Normally an individual will have been teaching at IU Kokomo for at least three years. An individual may win the award only once at each rank. There are no other restrictions on a nominee's eligibility. Two awards are given, one for full-time resident faculty and one for part-time (adjunct) faculty.

### Selection Committee

The Claude Rich Excellence in teaching Award selection committee is an administrative committee consisting of three resident and two adjunct faculty members who have been previous Claude Rich Excellence in Teaching Award winners and are appointed by the Vice Chancellor for Academic Affairs. Resident faculty shall typically serve for a three-year term and shall serve as the Committee Chair during their last year. Academic Affairs may use its discretion to expand the Selection Committee composition to ensure a diversity of opinions.

### Nomination Process

Any individual (including self nominees) may direct nominations to the chairperson of the Claude Rich Excellence in Teaching Award Committee. The responsibility for submitting the supporting material to be considered by the committee rests with the nominator in cooperation with the nominee. Resident faculty who do not receive the award in the year they are nominated will be reconsidered by the committee the following year without a new nomination, if their dossier is resubmitted. The nomination and supporting data shall be supplied to the committee before April 1 of the year the award is to be given.

### Criteria

The quantity and quality of information in support of a nomination may vary. While there is no requirement of artificial uniformity in the documents submitted, the following description may be helpful.

The award is given in recognition of consistently excellent teaching. Candidates must be judged in terms of their accomplishments as *teachers*. Evidence concerning a candidate's excellence in research, in administrative duties, or in public service is relevant only so far as the information helps explain the candidate's success as a teacher. Similarly, statements concerning a candidate's personality or popularity are significant only when they help demonstrate or define the precise nature of the individual's excellence in teaching. The basic criteria for the excellence in teaching award are as follows:

1. Dedication to one's teaching mission.
2. Depth of understanding of subject area; how the candidate has enlarged the content or elevated the intellectual level of his/her courses.

3. Ability to communicate and work with students in the learning process; "arousing intellectual curiosity of students."

Support for the preceding criteria may be derived from various sources. Nominators may submit evidence such as that listed for excellence in teaching in the IU Kokomo Promotion and Tenure Guidelines and/or in the All University Teaching Awards guidelines. *Opinions of a candidate's students will be examined in light of their proportion of spontaneity.* Therefore, deliberate campaigns to solicit students support are not recommended. The quality rather than the number of endorsements that a candidate receives is important. An explanation of the methods by which these endorsements were obtained helps insure that the committee will weigh them at their full value.

The nominators should document how their nominees have excelled. The nominators should also explain how their nominees have enlarged the content or elevated the intellectual level of their courses and, in particular, how their teaching activities have contributed to their own intellectual growth, as well as that of their students. The dossiers should reveal how the nominee has been doing not simply a good job but an excellent one - that one's contribution benefits their students, the department, and the University as a whole. The committee is naturally interested in knowing all it can about the individuals it must evaluate, *but in the final analysis the committee's decision must rest primarily upon information that is offered to substantiate excellence in teaching.* The more precise such information is, the more likely it is to gain favorable consideration.

### **Committee Responsibilities**

The selection committee will review nomination and supporting data for nominated candidates and may select one full-time faculty nominee and one part-time faculty nominee to receive the Claude Rich Excellence in Teaching Award. After winners are selected, the committee chairperson shall send a letter, by May 1 of the year the award is to be given, to the Vice Chancellor for Academic Affairs stating the reasons why the nominees were selected for the award. If the committee feels that no candidate warrants receiving this award it will so inform the Vice Chancellor for Academic Affairs. The committee chairperson will send a letter to each nominator whose candidate was not selected with suggestions for how the nominee's dossier might be improved.

The committee is also charged to review the Claude Rich Excellence in Teaching Award guidelines and report areas where additional clarification or revisions are needed to the Vice Chancellor for Academic Affairs. The Vice Chancellor for Academic Affairs will in turn ask the Faculty Senate to charge a committee to review the guidelines and have revisions submitted to the Faculty Senate for approval.